

Charter High School Application Committee  
Village of Key Biscayne

Minutes: June 20, 2008

1. Meeting called to order at 10:35 a.m.
2. Attendance recorded by staff.
3. Committee appointed Michelle Manjarrez as the committee member in charge of the education section of the application. The application should follow the Florida standards in education.
4. Committee discussed the preparation of the mission statement and introductory paragraph of the application. These items will be worked on by Maria Ordonez with the help of Angel Martin.
5. Committee discussed having Kathy Singer King work on the governance section with the help of Angel Martin and Charles Viscito.
6. Maria Mayoral would like to do the area that deals with marketing and fundraising.
7. Maria Ordonez mentioned to the committee that she wanted to make sure that the consultant writing the application did not just copy and paste the application. At the workshop the committee attended, it was mentioned that Tiffany can tell when an application has been copied and pasted. We need to make sure that the information included in those other applications is paraphrased.
8. Maria Ordonez offered to help Leo and Angel with the budget preparation.
9. There was a 35-minute recess at 11:15 am. Meeting resumed at 11:50 am. Mr. Angel Martin joined the meeting at this time.
10. There was a discussion on the amount of teachers that should be initially hired. It was agreed that the school should have 4.5 teachers. The half would be the principal.
11. Kathy Singer King mentioned that she will give a brief summary of what has transpired so far to the Council on June 24<sup>th</sup>. In order to prepare for the presentation, a meeting was scheduled for Monday, June 23 at 3pm in the BZP conference room.
12. Mr. Martin suggested that the Village attorney should be present at meetings once the Village has approved the application.
13. Meeting was adjourned at 12:25 pm.

Respectfully submitted,

Ana de Varona, Assistant to the Manager

